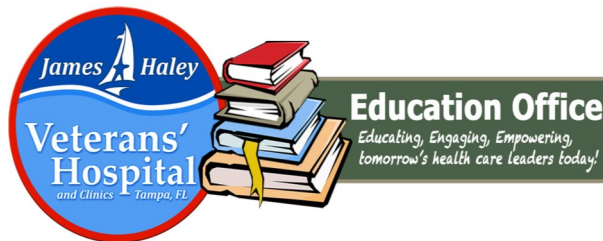


TEN KEY EMPLOYEE DEVELOPMENT BENEFITS

1. Employees are helped to focus on strategies to help them succeed in the workplace.
2. Priority is placed on empowering employees.
3. Productivity is increased
4. Employee confidence increases
5. You will want to come to work
6. Individual development contributes to team development which results in better team and organization morale
7. Employees are kept current on new job-related information, thereby contributing significantly to better customer service
8. Employees are updated on new and enhanced skills, with a view to aligning them to business goals and objectives.
9. You gain technical and management skills to handle increased workloads
10. Job satisfaction, employee motivation and morale are increased, reducing employee turnover.



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James A Haley Veterans Hospital
and Clinics

EDUCATION OFFICE

EMPLOYEE DEVELOPMENT OPPORTUNITIES



TEL: 813-972-2000 EXT. 2119

EMPLOYEE DEVELOPMENT AT JAHVH



The goal for employee development at JAHVH to help each employee shape the future direction of their careers within VHA. The key components of employee development including training, leadership, coaching and mentoring and personal development.

Competency Development: Utilizing certified facilitators, we offer a variety of courses improve VHA all-employee and/or leadership competencies. Our education calendar, located on the Education Office SharePoint page, includes descriptions and registration links.

We also offer three 6-month LEAD competitive programs including School at Work (SAW), Stepping with PRIDE and Competency Development for leaders in the 21st Century (CDL). We recruit participants annually. A full description, applications and deadlines are located on our Education Office SharePoint page.

Training (Clinical and Administrative): In addition to the courses offered by the Education Office, there are many services within our organization who offer training, often with CEU's. The calendar

EMPLOYEE DEVELOPMENT AT JAHVH, CONT.

on our Education Office SharePoint page provides a consolidated list of both clinical and administrative training opportunities.

Coaching and Mentoring: Coaching and mentoring is a key component to employee development. VHA has a national certification for mentors. The first step in obtaining this certification is completing the Coaching for High Performance class here at JAHVH. We offer this class quarterly and details and registration links can be found on our calendar on the Education Office SharePoint page. Certified mentors are currently used formally through SAW, PRIDE and CDL. Informal mentoring relationships can be pursued at an employees request.

Career Guidance and Personal Development: The Education Office and Library Service have tools to assist you with career planning and individual personal development. The JAHVH homepage has a Career Transitions link where you can explore career options in healthcare that fit your interests. Individual appointments can be made with education office staff to review your results of that assessment and help you develop your personal development plan (PDP). A PDP template is located on the Education Office SharePoint page.

VHA COMPETENCIES

The VHA All Employee Competencies:

- ◆ Communication
- ◆ Interpersonal Effectiveness
- ◆ Critical Thinking
- ◆ Organizational Stewardship
- ◆ Veteran and Customer Focus
- ◆ Personal Master

The VHA Leadership Competencies:

- ◆ Global Perspective
- ◆ Business Acumen
- ◆ Results Driven
- ◆ Leading People

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